

**Election Commission
Meeting Minutes
May 7, 2014**

Present: Marjorie Butler, Nancy Levine, Jan Huffman

Also Present: City Clerk David Olson

Minutes

The minutes from the April 8, 2014 meeting were reviewed. There were no changes and the **minutes were approved unanimously.**

Discussion of changing the Polling Location of Ward 2 Precinct 2 currently at the Cabot School.

Commissioner Butler asked for a report on the change of location from Cabot School to Cabot Park Village. Clerk Olson reported that he, Asst. Clerk Eneida Tavares and Commissioner Huffman had gone to meet with Len Archer, the Executive Director of Cabot Park Village. They had a tour of the facility and took a few photographs while they were there. It is a very good location. There is a reception area as you enter the building and just beyond it is the "Great Room" where the polling place will be located. The room has an entrance in and an exit out from the main hallway. There is also a door to the outside. The flow of the space works well. The site is large and there is plenty of parking in the lot, just a short distance from the entrance door. It is a short distance from the current location at Cabot School, which is practically next door.

Commissioner Huffman noted that what he saw was positive. Clerk Olson noted that the Executive Director was very excited about using the space as a polling location.

Commissioner Levine asked if Cabot Park Village would be charging us. Clerk Olson noted that he had asked that question of Len Archer. Mr. Archer asked that we consider making a donation to their staff support fund. We will look at what we are currently paying for the Cabot School Custodian and provide a similar amount.

Commissioner Butler noted that she had also gone to the site and taken a look around and was impressed with the site and space. She was concerned that the numbered spaces might confuse voters about whether they can park, but suggested signage to direct people to the open spaces.

Commissioner Butler asked what the next step in the process is to make this happen. Clerk Olson responded that the Election Commission needs to approve the change and then docket it with the Board of Aldermen for their approval. Once it is approved the

residents of the precinct will need to be notified of the change in location. A mailing to each household will be done to let residents know.

Commissioner Levine asked if the residents of Cabot Park Village were OK with the change. Clerk Olson noted that they had not spoken directly with the residents, but that the Executive Director felt comfortable that the residents would be on-board.

Commissioner Huffman noted that for the residents it would be a positive as they would not have to leave the building to vote, and the management will get to show off the facility.

Commissioner Huffman moved that the Commissioners recommend to the Board of Aldermen that the polling location be moved from the Cabot School to Cabot Park Village effective with the September 9, 2014 election. Seconded by Commissioner Levine

The Commission approved the motion 3-0.

Clerk Olson noted that he would docket the request with the Board of Aldermen.

Set Date for Next Meeting

The Election Commission set the date of September 22, 2014 at 5:30 pm for the next Commission meeting. It was noted that if there was a need to meet before then, that the Clerk would contact the Commissioners to set up a meeting.

The meeting adjourned at 6:55 pm.

Submitted by

Marjorie Butler, Chair